

# Professional Advancement Committee

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Minutes  
Monday, October 8, 2018  
1:00 – 2:00 p.m.  
L-209

Members present: Carmen Jay, Martin Moss, Wheeler North, Roger Olson, John Salinsky.  
Members absent: Cheryl Barnard, Dan Trubovitz (Dan reviewed agenda documents prior to the meeting and provided input in advance).

- A. Approval of the Agenda
- B. Approval of Previous Minutes
- C. Old Business
  - 1. 2018-2019 committee membership. – Still need representative from School of Public Safety. Dean Beitey emailed school faculty, but no takers yet. Also the committee will need to replace Dan Trubovitz’s spot on the committee after he retires in December.
- D. New Business
  - 1. Proposal/completion report approved at previous (9/10/18) meeting. District HR discovered that some conference/workshop hours conflicted with assigned time. Roger will get with applicant to modify completion report accordingly. Discussed how to avoid conflicts of this sort in the future by making sure faculty know up front they cannot get credit for professional advancement activities during work time, and/or asking for copies of program cards to be submitted along with PA paperwork.
  - 2. Rescheduling of November meeting. PAC will not meet again until Dec. 10. If needed, committee will meet virtually or schedule an in-person meeting prior to Dec. 10.

E. Review of Proposals:

<u>Name</u>	<u>Proposal</u>	<u>Approved</u>	<u>Y or N</u>	<u>Questions</u>
One	6.03 units, conferences/workshops		Y	
One	.31 units, conferences/workshops		Y	

F. Review of Reports of Completion

<u>Name</u>	<u>Completion</u>	<u>Approved</u>	<u>Y or N</u>	<u>Questions</u>
One	3 units, coursework		Y	
One	6.03 units, conferences/workshops		Y (5.98 units approved)	
One	.31 units, conferences/workshops		Y	

G. Reports of Sabbatical Completion

<u>Name</u>	<u>Sabbatical Report</u>	<u>Approved</u>	<u>Y or N</u>	<u>Questions</u>
One			Y	
One			Y	

Next meetings: Dec. 10, Feb. 11, Mar. 11, Apr. 8, and May 13 (1:00 pm in L-209).